iu INTERNATIONAL UNIVERSITY OF APPLIED SCIENCES

B.ENG. ENGINEERING

Individual application for recognition/
Crediting of previous achievements for the study programme

Do you have any work experience for which there is no general recognition option, or have you already studied at another university? Then use our "Individual Application for the Recognition of Previous Achievements".

Please read our guidelines in advance. Here you will find important information on how to fill out the application and on the transfer process of previous achievements.

We will be happy to check in advance whether and to what extent we can recognize your achievements. You do not have to enroll straight away!

We only need simple (i.e. not certified) copies of your relevant certificates.

- First you fill in the field with your personal data.
- **On page 3** you will find an overview of all modules and courses in your programme. Please check whether you can document relevant previous experience based on our curriculum. Now select the modules/courses for which you would like to receive credit and enter the relevant information.
- **Important:** Compare your previous academic achievements or verifiable professional experience with the content of the individual modules. You can find the module descriptions in the "Module Handbook".

Example: In this excerpt you can see how you should fill in the table (examples in **bold**):

Module	Course-Code	Course-Name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/ Workload	Recognized/credited ECTS-CP	Reason für denial
Leadership 4.0	DLBWPLS01-E	Leadership 4.0	5	**Seminar, SS 2009**	**Sample university**	**5 ECTS/ 5 SWS**	To be filled in by our university	To be filled in by our university
Computer Training	BCTR01-01	Computer Training	5	**Activity as a customer advisor**	**Sample company**	**2015-2018 40h/ Week**	To be filled in by our university	To be filled in by our university

- Finally, you submit your application including the necessary documents (see checklist): **Done!**

Our tip: To help us process your application even faster, it is helpful if you name your documents by Content_FirstName_LastName.

For example:

Certificate_Max_Sample

WHAT COMES NEXT

1. We will confirm the receipt of your application and request further documents if needed.
2. We will send you a message as soon as we have forwarded your processed request to the examination board for final approval.
3. You will get the result of your recognition.
4. We will forward the result of the recognition to the examination office so that your recognized achievements are recorded in your performance overview in myCampus. However, this will only happen after your official enrollment.

In the event that the start of your studies overlaps with the review of your application for recognition Please do not enroll in any of the courses for which you have applied for recognition when you start your studies. We can only register your recognized courses after the recognition process has been completed and after your enrollment.

Your advantage: You are not bound to a fixed schedule when choosing courses, you are completely flexible.

In case of new study programmes, the new modules are only available at the beginning of the respective semester (see study schedule full-time model in the download area of the website).

Note: Once you have registered for recognition of prior learning, you will no longer be able to take an exam in this course If you have registered for an examination for a module that is also being reviewed for recognition, your application for recognition for this module is invalid according to § 7 (1) of the IU International University of Applied Sciences general Examination Regulations.

INDIVIDUAL APPLICATION FOR THE STUDY PROGRAMME B.ENG. ENGINEERING (BAENG)

Personal data	
☐ 1. Application for recognition	☐ _____ Follow-up application for recognition
Title[1]	
First name[1]	Last name[1]
Street[1]	
Postal Code[1]	City[1]
Phone[1]	E-Mail[1]
Matriculation number (alternatively: date of birth) [1]	

[1] Required fields

5.0

FUNDAMENTAL AREA

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Engineering: Branches, Methods, Applications, Trends	DLBENGEBMAT01	Engineering: Branches, Methods, Applications, Trends	5					
Introduction to Academic Work	DLBCSIAW01	Introduction to Academic Work	5					
Mathematics: Linear Algebra	DLBDSMFLA01	Mathematics: Linear Algebra	5					
Fundamentals of Physics	DLBWINGP01_E	Fundamentals of Physics	5					
Introduction to the Internet of Things	DLBINGEIT01_E	Introduction to the Internet of Things	5					
Introduction to Computer Science	DLBCSICS01	Introduction to Computer Science	5					
Fundamentals of Chemistry	DLBMETGC01_E	Fundamentals of Chemistry	5					
Collaborative Work	DLBCSCW01	Collaborative Work	5					
Production Engineering	DLBDSEAR01	Production Engineering	5					
Mechanics - Statics	DLBROMS01_E	Mechanics - Statics	5					
Product Development in Industry 4.0	DLBINGPE01_E	Product Development in Industry 4.0	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

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Module[2]	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Mathematics: Analysis	DLBDSMFC01	Mathematics: Analysis	5					
Signals and Systems	DLBROSS01_E	Signals and Systems	5					
Intercultural and Ethical Decision-Making	DLBCSIDM01	Intercultural and Ethical Decision-Making	5					
Control Systems Engineering	DLBROCSE01_E	Control Systems Engineering	5					
Project: Design Thinking	DLBINGDT01_E	Project: Design Thinking	5					
Materials Science for Engineers	DLBMETGWK01_E	Materials Science for Engineers	5					
Sensor Technology	DLBROST01_E	Sensor Technology	5					
Fundamentals of Systems Simulation	DLBENGFSS01	Fundamentals of Systems Simulation	5					
Introduction to Data Protection and Cyber Security	DLBCSIDPITS01	Introduction to Data Protection and Cyber Security	5					
Statistics - Probability and Descriptive Statistics	DLBDSSPDS01	Statistics - Probability and Descriptive Statistics	5					
Introduction to Programming with Python	DLBDSIPWP01	Introduction to Programming with Python	5					
Project: Simulation of Systems	DLBENGPSS01	Project: Simulation of Systems	5					

1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

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Module[2]	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Electrical Engineering	DLBINGET01-01_E	Electrical Engineering	5					
Data Analytics and Big Data	DLBINGDABD01_E	Data Analytics and Big Data	5					
Smart Factory I	DLBDSESF01	Smart Factory I	5					
Fundamentals of Data-Driven Engineering	DLBENGFDDE01	Fundamentals of Data-Driven Engineering	5					
Seminar: The Big Data Society	DLBENGSTBDS01	Seminar: The Big Data Society	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

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ELECTIVE A³

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP¹	Reason for denial²
Electromagnetics and Electronics	DLBENGEEE01	Introduction to Electromagnetics	5					
	DLBENGEEE02	Introduction to Electronics	5					
Robot Kinematics and Dynamics	DLBROMK01_E	Mechanics - Kinematics	5					
	DLBROMD01_E	Mechanics - Dynamics	5					
Supply Chain Management and Innovation	DLBDSESCM01	Supply-Chain-Management I	5					
	DLBBAEI01_E	Entrepreneurship and Innovation	5					
Operating Systems, Networks and Network Forensics	DLBIBRVS01_E	Operating Systems, Computer Networks, and Distributed Systems	5					
	DLBCSEINF01_E	Introduction to Network Forensics	5					
Functional Programming with Python and Inferential Statistics	DLBDSOOFPP01	Object Oriented and Functional Programming with Python	5					
	DLBDSSIS01	Statistics - Inferential Statistics	5					

1 ECTS-CP = 30 hours

¹to be filled in by the examination board

² Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

³ Please choose one 10 ECTS course per elective area. Each course can only be chosen once.

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ELECTIVE B⁴

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Simulation and Control of Robots	DLBROPMSR01_E	Project: Modeling and Simulation of Robots	5					
	DLBROPIRC01_E	Project: Introduction to Robot Control	5					
Mechatronic Systems and Programming with C/C++	DLBROMSY01_E	Mechatronic Systems	5					
	DLBROEPRS01_E	Programming with C/C++	5					
Agile Project Management and Smart Products	DLBCSAPM01	Agile Project Management	5					
	DLBIEPSPS01	Project: Smart Product Solutions	5					
Electronic Circuits, Electric Machines and Energy Technology	DLBENGEECEMET01	Introduction to Electronic Circuits	5					
	DLBAETEME01_E	Electrical Machines and Energy Technology	5					
Pentesting and DevSecOps	DLBCSESPB01_E	System Pentesting Basics	5					
	DLBCSEDCSW01_E	DevSecOps and Common Software Weaknesses	5					

1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[3] Please choose one 10 ECTS course per elective area. Each course can only be chosen once.

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Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Machine Learning - Supervised and Unsupervised Learning	DLBDSMLSL01	Machine Learning - Supervised Learning	5					
	DLBDSMLUSL01	Machine Learning - Unsupervised Learning and Feature Engineering	5					

1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[3] Please choose one 10 ECTS course per elective area. Each course can only be chosen once.

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ELECTIVE C³

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP¹	Reason for denial²
Embedded Systems and Programming with C/C++	DLBROES01_E	Embedded Systems	5					
	DLBROEPRS01_E	Programming with C/C++	5					
Embedded Systems Design	DLBROES01_E	Embedded Systems	5					
	DLBENGEESD01	Project: Control Unit Design for a Mechanical System	5					
Smart Services	DLBINGSS01_E	Smart Services I	5					
	DLBINGSS02_E	Smart Services II	5					
Electro Mobility	DLBAETWEM01_E	Electrical Drive Technology	5					
	DLBAETWEM02_E	Battery Technology	5					
Microcontroller	DLBAETDIT01_E	Digital and Information Technology	5					
	DLBAETPMLS01_E	Project: Microcontrollers and Logical Circuits	5					

1 ECTS-CP = 30 hours

¹to be filled in by the examination board

² Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

³ Please choose one 10 ECTS course per elective area. Each course can only be chosen once.

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Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Renewable Energies	DLBAETWEE01_E	Power Plant Technology	5					
	DLBAETWEE02_E	Regenerative Energy	5					
Cryptography and IT-Law	DLBCSCT01	Cryptography	5					
	DLBCSIITL01	IT Law	5					
Databases and Explorative Data Analysis and Visualization	DLBCSDMDS01	Database Modeling and Database Systems	5					
	DLBDSEDAV01	Explorative Data Analysis and Visualization	5					

EVALUATION

Area	Recognized/credited ECTS-CP[1]	Total recognized/credited ECTS-CP
Fundamental Area		
Elective area		

[1] To be filled in by the examination board only
   1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[3] Please choose one 10 ECTS course per elective area. Each course can only be chosen once.

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Your checklist: Everything done?

We need these documents to check your recognition:

Please send us simple copies, as we cannot return your documents to you.

We will be happy to review your application even without certified copies.*

RECOGNITION OF ACHIEVEMENTS FROM A COURSE OF STUDY (UNIVERSITY ACHIEVEMENT)

☐ Transcript/ Performance overview of the achieved study achievements and ECTS-CP/number of hours
☐ Module handbooks & course content (German or English)
☐ In case of study achievements at foreign universities: Overview of their evaluation system

CREDITING OF ACHIEVEMENTS FROM EDUCATION/TRAINING

☐ Official proof of completed training or further education (e.g. IHK examination certificate, diplomas)
☐ Description of the imparted subject contents - proof of the achieved achievements and teaching hours
☐ In case of continuing education achievements at foreign institutes: Overview of their evaluation system

CREDITING OF CERTIFICATES

☐ Description of the imparted contents and/or proof of the temporal extent
☐ In the case of further qualification achievements at foreign institutes: Overview of the assessment system

CREDITING OF ACHIEVEMENTS FROM WORK EXPERIENCE

☐ Official proof of activity of the employer
(including the following information: Detailed description of the function, the tasks as well as the period of time).
  – Please use the form "Employer confirmation" for this purpose. You can find it in our online recognition area, where you will also find your individual application form
  – Or, alternatively, submit a qualified job reference (including all the above information)

If you have any questions, please contact our student counselling service.

*IU Internationale Hochschule GmbH reserves the right to request certified copies in case of doubt.

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TO BE COMPLETED BY THE UNIVERSITY[1]

Previous achievements to the extent of _____ ECTS-CP will be recognized/credited via the courses marked in the table.

☐ Sufficient proof of achievements was submitted

Should an entrance examination be required in the course of the examination of the admission requirements for entry into the study programme, individual modules (which are then the subject of the necessary entrance examination) cannot be credited to you, since the examinations of these modules are necessary in order to acquire the university entrance qualification. The courses to be taken are subject-specific.

This request was processed on: _____

The decision about the creditability of the achievements is made by the examination board. The recognition decision was reviewed and approved by the examination board of the IU International University of Applied Sciences.

This notice was created by machine and is valid without signature.

Information on legal remedies

An appeal against this decision can be lodged in writing or on record with the Examination Board of IU International University of Applied Sciences within one month of notification. (recognition-online@iu.org)

Further proof or missing documents must be submitted within 2 weeks after receipt of the appeal. If the objection is not substantiated, a decision will be made on the basis of the files.

In case of an appeal, the entire recognition decision will be reviewed again. We expressly point out that a deterioration with regard to the recognized ECTS number is possible.

[1] Will be filled in by the university
*IU Internationale Hochschule GmbH reserves the right to request certified copies in case of doubt.

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